



March 9, 2016

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### **New Advisory! Cure Form | Incomplete Declarations**

Do you have questions about curing "incomplete declarations?" To help your office develop a plan for sorting and processing Presidential Primary ballots, we've provided the following reference materials:

- Advisory #07, Cure Form | Incomplete Declarations - *New!*
- 2016 Presidential Primary Ballot Processing Flowchart - *Updated!*
- 2016 Presidential Primary Cure Form Flowchart - *New!*
- Presidential Primary Envelope Posters (2 posters, Examples 1 - 11) - *New!*
- Presidential Primary Cure Form ("Missing Signature / Party Choice") - *Updated!*
- Practice Sort Activity (video, practice ballots, and practice envelopes)

Please visit our website for the Presidential Primary Advisory Program and the most recently updated [Resources & Training Materials](#).

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### **Agency-based Voter Registration Forms | CSD**

State agencies are starting to incorporate automatically generated registration forms into their systems to more efficiently meet their [NVRA](#) required voter registration assistance. However, it is still important that an agency designation appears on the form. An example of a registration form automatically generated by the Community Services Division (CSD) can be found by [clicking here](#). If you receive any forms like this, they are from the CSD and should be assigned to Agency - CSD.

We've let the CSD know about this issue, and they will be making the changes to their system to ensure that their agency designation is printed on the forms.

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### **Voter Registration Transfers | Confirmation Notice**

One of the most frequently asked questions we receive is related to the requirements for voter registration transfers and the use of Confirmation Notices.

*Quick check!* You receive a confirmation notice from an inactive voter in your county. It contains a new out-of-county residential address. It also contains a signature (required) attesting to the voter declaration, and a date of birth (required, but a voter ID number is fine, too).



- A. Do you cancel the voter, and forward the card to the new county? Or  
B. Do you leave the voter on inactive, and forward the card to the new county?

The answer is . . . B. Leave the voter on inactive status! The process changed in 2012 to allow Confirmation Notices to serve as voter registration applications, and prevent a voter's record from getting canceled. This only works when the notice is complete and in compliance. When in doubt, review Clearinghouse 12-06 for [Voter Registration Transfers](#), [WAC 434-324-036](#) and [434-324-087](#).

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### **Job Announcements | OSOS & Clark County**



We have an opening in the OSOS Elections Division! We are currently recruiting for a full-time [Office Assistant 2](#) to join our Administrative Team. The position closes Friday, March 11 at 11:59 p.m. The complete job description and online application can be found on the [Washington State Careers website](#).

The Clark County Auditor's Office is currently recruiting for a full-time [Office Assistant III](#) to provide complex administrative support for their Elections Division. This position closes Friday, March 11. To view the complete job description and online application, visit the [Clark County Careers website](#).

Please feel free to share these announcement with anyone that may be interested.

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